

FISCAL YEAR

2013
2014

COMPREHENSIVE BUDGET



SOUTHERN CALIFORNIA



ASSOCIATION of
GOVERNMENTS

May 2013

Southern California Association of Governments

COMPREHENSIVE BUDGET

Fiscal Year 2013/14

Southern California Association of Governments
FY 2013/14 Comprehensive Budget

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SECTION I - OVERVIEW

INTRODUCTION

This document contains the Southern California Association of Governments' (SCAG) Comprehensive Budget for Fiscal Year 2013/14.

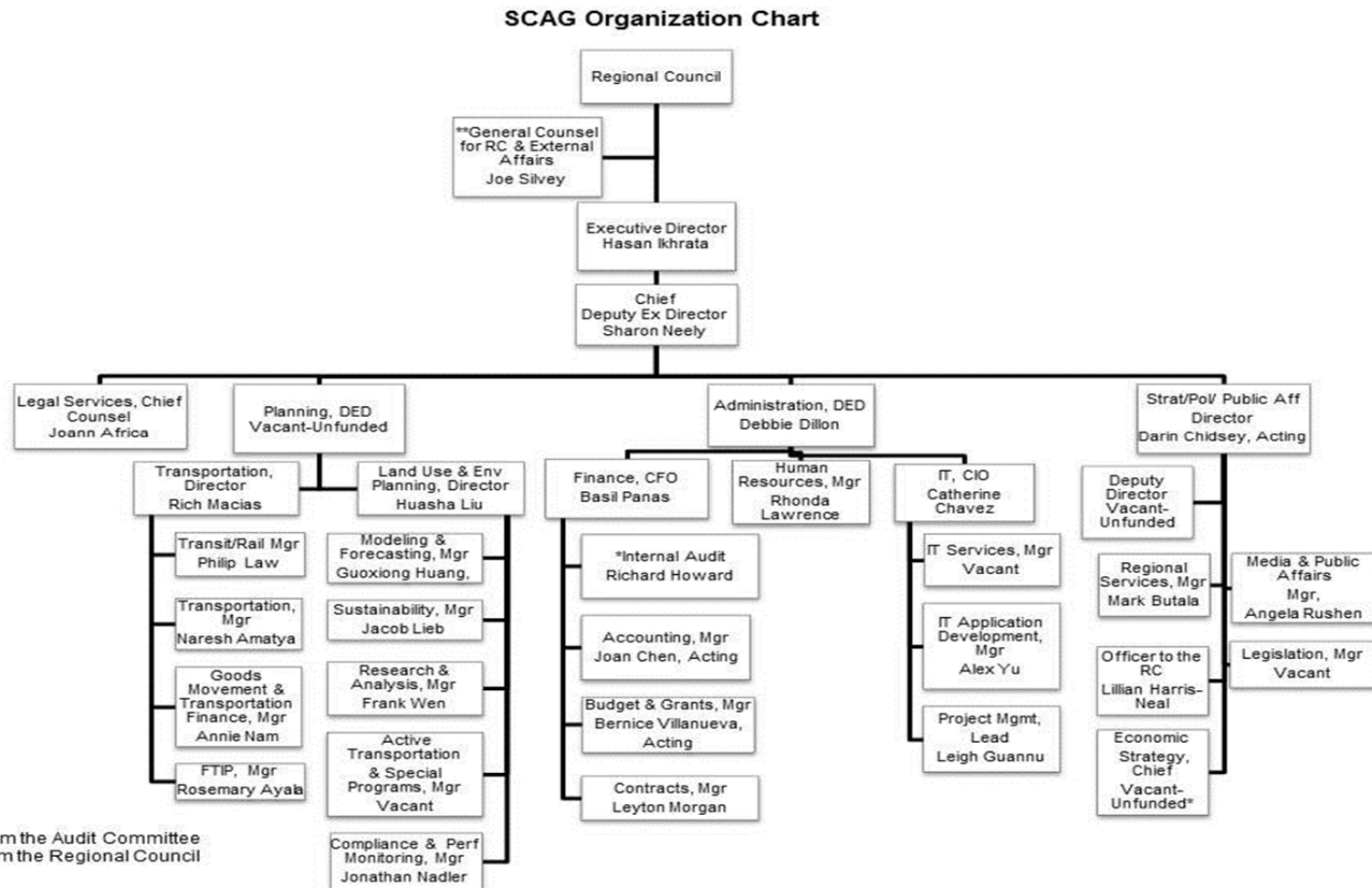
The total budget for the Association consists of:

- **The Overall Work Program (OWP)**
A federal, state and locally funded budget consisting of projects related to regional planning in the areas of transportation, housing and the environment.
- **The General Fund (GF)**
A budget that utilizes Association members' dues for activities not eligible for federal and State funding
- **The Indirect Cost Budget (IC)**
The budget for the administrative and operations support of the Association
- **The Fringe Benefit Budget (FB)**
The budget for the fringe benefits and leave time of Association employees

This document is divided into three sections:

- An overview of the Association and its total budget
- A sub-section on each of the budget components
- A set of appendices that expand or provide more detailed information on budget content

SCAG ORGANIZATIONAL CHART



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The SCAG Organization

The Southern California Association of Governments (SCAG) is the Metropolitan Planning Organization (MPO) for the six-county Southern California region and is the nation's largest MPO. Through SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, waste management and other issues. SCAG also acts as an information clearinghouse and service provider supplying cities and counties with a wide array of demographic, forecasting, mapping and other regional statistics and data.

Decision-making occurs through SCAG's Regional Council, a governing body composed of 84 city and county elected officials, transportation commissions, a tribal government representative, a representative of the business community as appointed by the President of SCAG and a representative from the Transportation Corridor Agencies. All issues considered by the Regional Council must first come through one or more four policy committees (Transportation, Community, Economic and Human Development, Legislative/Communications & Membership, Energy and Environment) or the Executive/Administration Committee, which governs SCAG operations.

The agency also operates via a number of critical partnerships at the local, state and federal levels. In addition to its federal and state funding partners (Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, California Transportation Commission, California Department of Transportation, etc.) SCAG's planning efforts are closely coordinated with regional transit operators, Tribal Governments and fifteen sub-regional Councils of Governments (COGs) that represent SCAG's cities and counties.

There are a total of 191 cities, two Tribal Governments, six Counties and six commissions in the SCAG region. The region encompasses a population exceeding 18 million persons in an area of more than 38,000 square miles.

SCAG increasingly relies on input from its constituent members, community leaders, and the Southern California citizenry. It also employs a staff of professional planners, modelers and policy analysts who examine the region's challenges and works collaboratively with all stakeholders to develop potential solutions to improve the quality of life in the region.

The framework for developing the 2013/14 Comprehensive Budget is SCAG's multi-year Strategic Plan that focuses on SCAG's vision and priorities and improves the organization and its operations. The FY 2013/14 Comprehensive Budget supports Strategic Plan Goal #3 – Enhance the Agency's Long Term Financial Stability and Fiscal Management. All projects and programs funded in the budget support at least one of the five Strategic Plan Goals.

SCAG STRATEGIC PLAN

Strategic Plan Components

Vision Statement

An international and regional planning forum trusted for its leadership and inclusiveness in developing plans and policies for a sustainable Southern California.

Mission Statement

Under the guidance of the Regional Council and in collaboration with our partners, our mission is to facilitate a forum to develop and foster the realization of regional plans that improve the quality of life for Southern Californians.

Core Values

Collaboration

We foster collaboration through open communication, cooperation and a commitment to teamwork

Service

Our commitment to service and leadership is second to none

Trust

The hallmark of our organization is trust and is accomplished through a professional staff, transparency in decision making and objectivity and accuracy in our day-to-day work

Revolutionary

We are revolutionary in our thinking to achieve a cutting edge work program that is emulated by others

Sustainability

We work with our partners and local governments to achieve a quality of life that provides resources for today's generation while preserving an improved quality of life for future generations

Empowering

The empowering of staff occurs to reward initiative, confidence and creativity while promoting inclusionary decision-making

Rewarding

We promote a work environment that allows for professional and personal growth, recognizes astounding achievement, and makes a positive difference in the lives of the staff and the community

Strategic Plan Goals

GOAL #1

Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

Objectives

- Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans
- Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process
- Provide practical solutions for moving new ideas forward

GOAL #2

Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities

Objectives

- Identify new infrastructure funding opportunities with state, federal and private partners
- Identify and support legislative initiatives
- Maximize use of existing funding by working with state and federal regulators to streamline project delivery requirements

GOAL #3

Enhance the Agency's Long Term Financial Stability and Fiscal Management

Objectives

- Maximize available resources and funds to the fullest extent possible
- Maintain adequate working capital to support Planning and Operations in accordance with SCAG's Investment Policy guidelines
- Monitor and continuously improve agency-wide and user defined budget variance and financial performance reporting system
- Optimize Procurement Process

Strategic Plan Goalscont'd

GOAL #4

Develop, Maintain and Promote the Utilization of State of the Art Models, Information systems and Communication Technologies

Objectives

- Develop and maintain planning models that support regional planning
- Develop, maintain and enhance data and information to support planning and decision making in a timely and effective manner
- Maintain a leadership role in the modeling and planning data/GIS communities
- Integrate advanced information and communication technologies

GOAL #5

Optimize Organizational Efficiency and Cultivate an Engaged Workforce

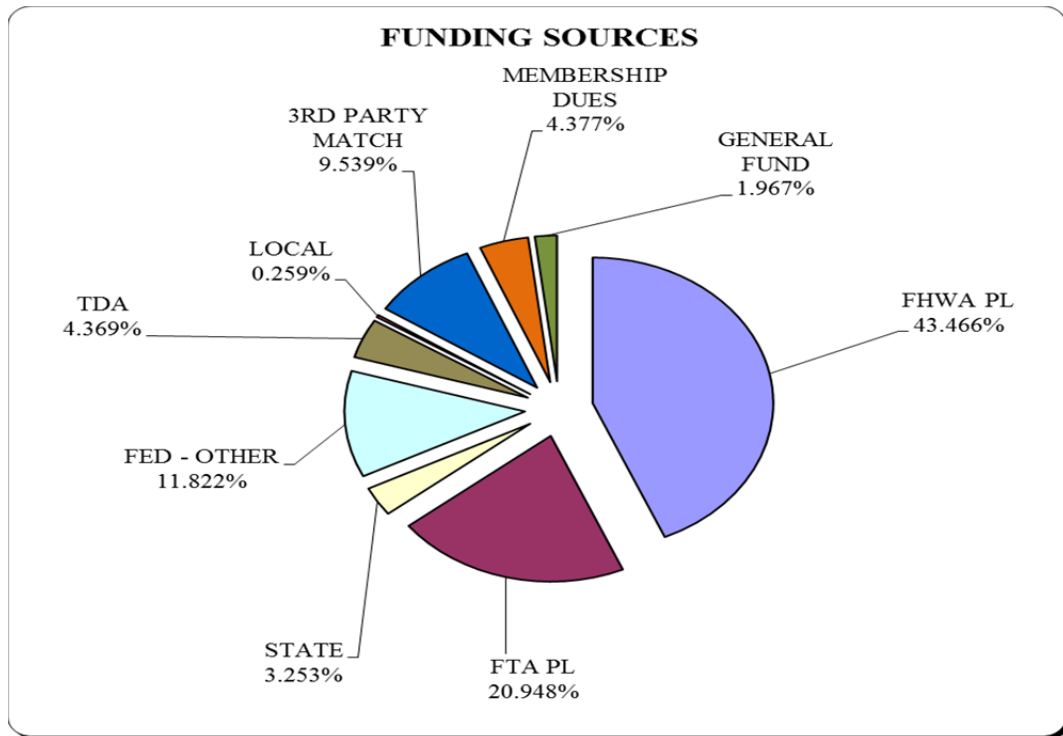
Objectives

- Identify and advocate methods to increase the free flow of information between staff, RC and Policy Committee Members
- Identify and advocate informal methods to share information that improve team building, camaraderie and relationships
- Routinely review and refine the roles and responsibilities at all levels of the organization
- Invest in employee development process
- Periodically review and enhance Project Management Practices

THE FY 2013/14 COMPREHENSIVE BUDGET

How the Budget is Funded

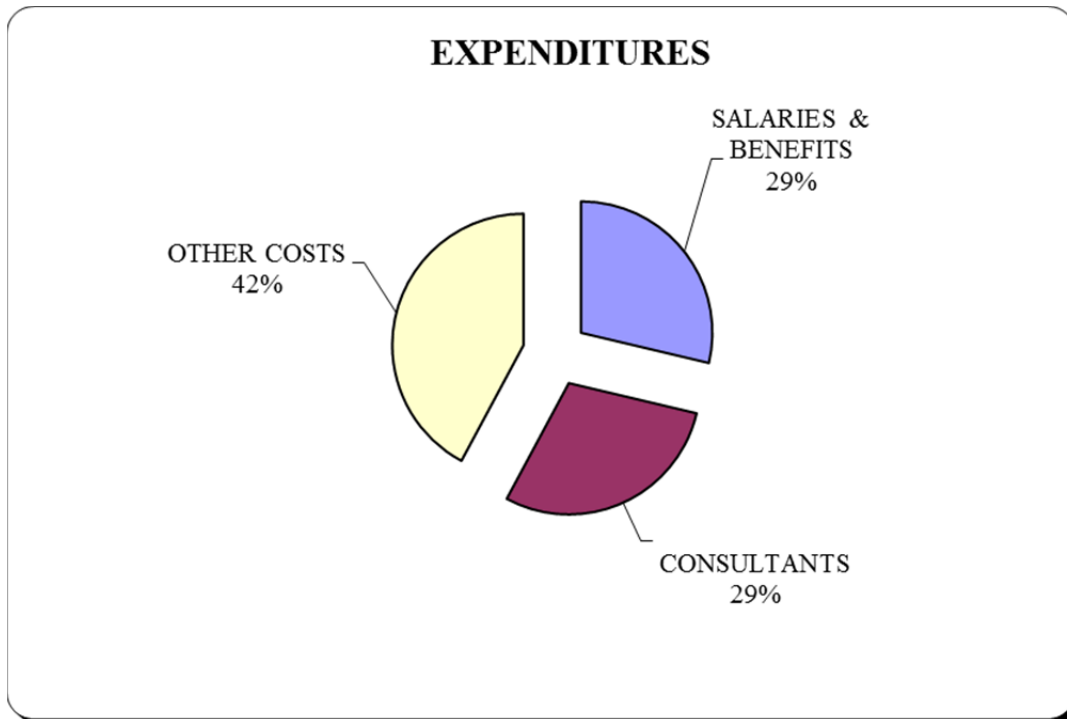
The Association receives most of its funding from the Federal Consolidated Planning Grant. The following chart illustrates the source and relative value funding sources.



FUNDING SOURCE	AMOUNT
FHWA PL	\$ 18,450,000
FTA PL	\$ 8,891,811
STATE	\$ 1,380,924
FED - OTHER	\$ 5,017,988
TDA	\$ 1,854,432
LOCAL	\$ 109,784
3RD PARTY MATCH	\$ 4,049,240
MEMBERSHIP DUES	\$ 1,857,847
GENERAL FUND	\$ 835,106
TOTAL REVENUES	\$ 42,447,132

How the Budget is Allocated

The Association allocates its budget in three major categories. The following chart illustrates the relative values of each category.



EXPENDITURES	AMOUNT
SALARIES & BENEFITS	\$ 12,179,044
SCAG CONSULTANTS	12,374,867
OTHER COSTS*	17,893,221
TOTAL EXPENDITURES	\$ 42,447,132

*Other includes direct and indirect non-labor costs (see page 11)

Comprehensive Line Item Budget: FY 11 thru FY 14 Proposed

GL Account	Line Item	FY11 Actuals	FY12 Actuals	FY13 Adopted	FY14 Proposed
	Staff	\$ 11,714,752	\$ 12,186,789	\$ 13,678,065	\$ 12,179,044
54300	SCAG consultant	8,655,398	11,548,979	15,180,315	12,374,867
54330	Subregional consultant	369,517	113,337	-	-
54340	Legal	50,206	197,070	375,000	175,000
54350	Professional services	957,746	1,118,353	1,331,338	2,507,594
54400	Subregional staff	75,676	-	-	-
55210	Software support	439,248	567,850	509,581	531,364
55220	Hardware support	569,931	343,003	229,030	218,512
55240	Repair - maintenance	35,358	19,612	19,684	20,000
5528X	3rd party contribution	2,979,714	2,907,994	2,808,864	3,182,438
55400	Office rent 818-office	1,457,489	1,503,619	1,536,000	1,582,877
55410	Office rent satellite	141,809	168,316	222,000	220,328
55420	Equipment leases	106,399	103,081	115,000	117,979
55430	Equipment repair-maintenance	53,487	65,257	45,244	35,000
55440	Insurance	1,006,430	251,298	175,299	(126,622)
55441	Payroll / bank fees	21,575	20,194	22,500	23,000
55460	Materials & equipment < \$5,000	45,930	83,513	180,000	93,600
55510	Office supplies	87,864	133,478	141,200	130,000
55520	Graphic supplies	4,547	26,596	50,000	30,000
55530	Telephone	139,899	169,177	165,500	184,800
55540	Postage	32	20,134	20,000	20,000
55550	Delivery services	5,795	6,840	8,900	8,500
55600	SCAG memberships	131,551	115,198	153,000	141,300
55610	Professional memberships	4,005	-	7,610	1,850
55620	Resource materials	140,580	179,843	511,185	241,200
55700	Depreciation - furniture & fixture	152,852	88,686	45,137	43,700
55710	Depreciation - computer	29,926	153,159	77,723	95,000
55720	Amortization - lease	49,186	15,947	7,402	5,300
55730	Capital outlay	-	-	665,382	677,106
55800	Recruitment - advertising	17,331	10,534	7,000	10,000
55801	Recruitment - other	2,340	7,976	30,000	22,000
55810	Public notices	17,719	50,566	13,000	53,000
55820	Staff training	75,393	133,139	160,000	65,000
55830	Conferences/workshops	55,411	13,898	42,850	36,350
55910	RC/committee meetings	2,861	49,822	8,237	50,000
55914	RC general assembly	190,861	265,395	330,000	330,000

Comprehensive Line Item Budget: FY 11 thru FY 14 Proposed (Continued...)

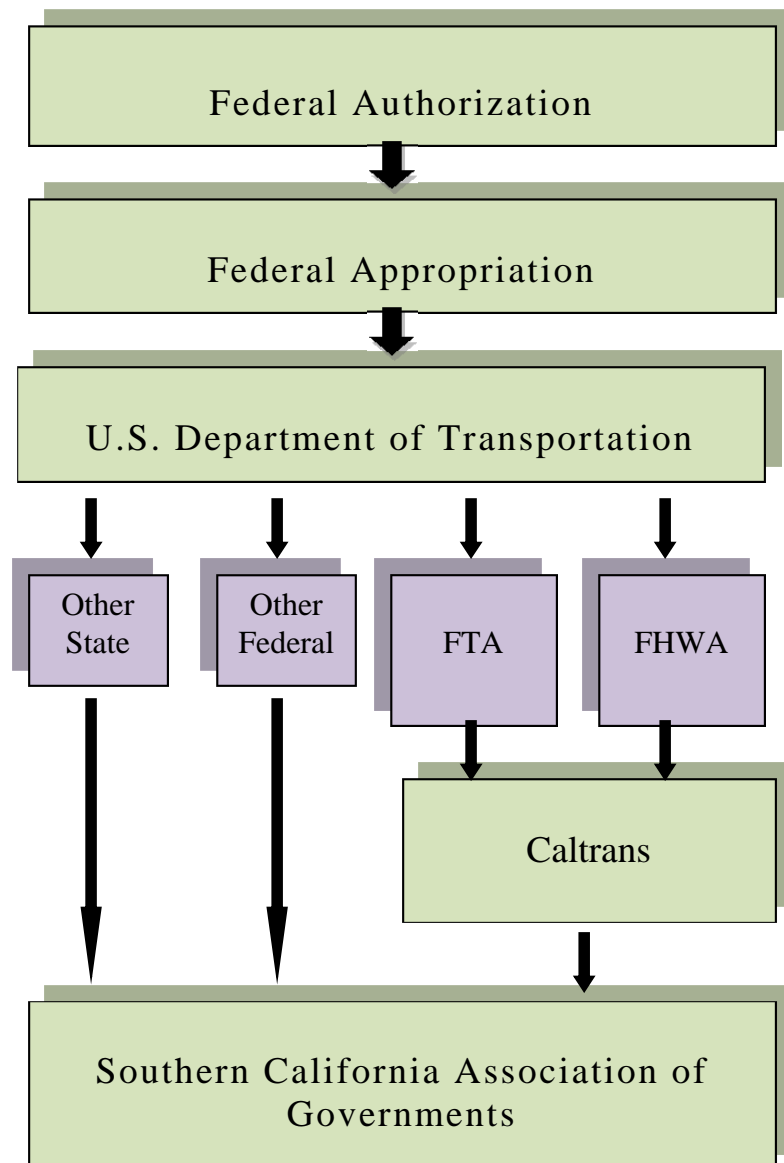
GL Account	Line Item	FY11 Actuals	FY12 Actuals	FY13 Adopted	FY14 Proposed
55920	Other meeting expense	79,730	129,125	122,600	187,200
55930	Miscellaneous other	64,410	113,785	35,526	41,500
55940	Stipend-RC meetings	153,600	223,200	175,000	180,000
55950	Temporary help	370,426	394,935	58,500	23,500
55970	Interest on bank LOC	3,872	-	-	-
55972	Rapid pay fees	1,050	675	975	975
55980	Contingency	-	-	184,140	294,374
56100	Printing	26,552	46,464	116,000	118,500
58100	Travel	174,601	200,365	235,964	247,250
58101	Travel - local	51,710	63,255	26,286	44,550
58110	Mileage	82,556	91,994	55,404	93,375
58150	Staff lodging expense	2,785	8,287	8,734	6,500
58200	Travel-registration	1,970	-	3,000	-
58450	Fleet vehicle	3,555	5,818	8,200	6,500
58800	RC sponsorships	48,650	52,225	69,650	66,400
60110	Retirement-PERS	2,258,157	2,894,691	3,183,865	2,907,783
60120	Retirement-PARS	64,626	65,918	65,000	65,000
60200	Health ins. - active employees	1,069,991	1,125,725	1,375,200	1,276,800
60201	Health ins. - retirees PAYGO	478,425	490,963	527,000	567,000
60202	Health ins. - retirees GASB 45	312,775	264,035	332,000	320,000
60210	Dental insurance	74,594	83,876	109,370	152,492
60220	Vision insurance	29,809	31,878	262,276	26,099
60225	Life insurance	100,860	99,080	100,159	77,139
60240	Medicare tax employers	158,731	118,361	194,874	175,158
60245	Social security tax employers	15,280	29,819	18,245	7,589
60300	Tuition reimbursement	16,929	8,341	16,416	16,416
60310	Transit passes	118,592	122,453	177,817	127,600
60320	Carpool reimbursement	1,750	2,100	2,100	2,100
60400	Workers compensation insurance	2,889	(26,202)	-	38,154
60405	Unemployment compensation insurance	34,472	38,962	35,000	39,000
60410	Miscellaneous employee benefits	57,736	67,784	56,199	63,379
60415	SCAG 457 match	104,482	98,932	102,500	113,000
60450	Benefits administrative fees	3,722	3,321	7,716	6,842
60500	Automobile allowance	19,250	21,150	22,800	16,200
	Indirect Cost Carry over			117,031	(141,323)
	Total	35,777,355	39,509,964	46,677,593	42,447,132

SECTION II - BUDGET COMPONENTS

THE OVERALL WORK PROGRAM (OWP)

The Flow of Funds

In general, the majority of OWP funding comes to the Association via the Federal appropriations process. Some funding is directly allocated to the Association, and some is “passed through” via the California Department of Transportation (Caltrans).



Summary of Revenue Sources

Consolidated Planning Grant (CPG)

In 1997, FHWA/FTA instituted a transportation planning funds process called the Consolidated Planning Grant (CPG). In California, the four CPG fund sources are described below.

1. Federal Highway Administration (FHWA) Metropolitan Planning Funds (FWWAPL)

Metropolitan Planning Funds, otherwise known as PL funds, are available for MPOs to carry out the metropolitan transportation planning process required by 23 U.S.C. 134, including development of metropolitan area transportation plans and transportation improvement programs.

The state must make all federally authorized PL funds available to the MPOs in accordance with a formula developed by the state, in consultation with the MPOs and approved by the FHWA.

2. Federal Transit Authority Metropolitan Planning Section 5303 (FTA §5303)

All MPOs with an urbanized area receive FTA §5303 funds each year to develop transportation plans and programs. The percentage of the California apportionment of FTA §5303 each MPO receives is determined by a formula agreed to by the MPOs, Caltrans and FTA.

The FTA §5303 formula has two components, a base allocation and a population component which distributes funds according to the MPOs percentage of statewide urbanized area population as of the most recent decennial census.

3. FHWA State Planning and Research – Partnership Planning Element (SP&R)

Caltrans is authorized by FHWA to award grants to MPOs for regional transportation planning studies with a statewide or multi-regional perspective and benefit. Caltrans awards these grants through an annual, competitive selection process.

4. FTA State Planning and Research Section 5304 (FTA §5304)

The FTA authorized Caltrans to award grants to MPOs for projects that demonstrate consistency with the following state planning priorities:

- Ability to strengthen the economy
- Promote equity

- Protect the environment
- Promote public health and safety in the state
- Improve the jobs-housing imbalance
- Improve public participation
- Promote context sensitive planning; and
- Reduce congestion

Caltrans awards projects in categories based upon an annual competitive selection process:

- Statewide Transit Planning Studies
- Transit Professional Development; and
- Transit Technical Planning Assistance

Local Funds

Each of the funding sources described above requires that local cash or in-kind services be provided as match. The Association uses a combination of the following sources for match:

Transportation Development Act (TDA)

State of California Public Utilities Code Section 99233.2 authorizes the Transportation Commissions in Los Angeles, Orange, Riverside and San Bernardino counties to allocate $\frac{3}{4}$ of 1 percent of their local transportation funds to SCAG as the multi-county planning agency for the region. As the largest source of non-federal funding received by SCAG, TDA is used to fund local initiatives and to provide cash match as needed for projects funded with state or federal funds.

Cash Match/Local Funding

Funding from local agencies is provided to SCAG to serve as matching funds to the CPG and other grants that require local match as a condition of receiving grant funds. For example, the CPG requires a match of 11.47%. In addition, local agencies such as Transportation Commissions periodically provide funding for specific projects such as localized modeling work.

In-Kind Match

The CPG and other grants accept in-kind match, as well as cash match, to fulfill the local match requirement that is a condition of receiving grant funds. In-kind match reflect services, such as staff time, provided by a local agency in support of the work funded by a grant.

The OWP Document

The core regional transportation planning document is the OWP and its core product is completion of the Regional Transportation Plan (RTP). The OWP is developed by SCAG on an annual basis and:

- Introduces the agency;
- Provides users with an overview of the region; and
- Focuses on the region's transportation goals and objectives

The OWP serves as the transportation planning structure that SCAG must adhere to for the state fiscal year, which is July 1 through June 30th of the following calendar year. Other uses for the OWP include:

- SCAG's project budget
- A contract and monitoring tool for federal, state, and local entities (to track completion of annual transportation planning projects and expenditures of funds)
- An early reference for members of the public to know the "who/what/when/where/how much" of transportation planning activities in the region

The OWP includes three component pieces:

1. **Prospectus**

The prospectus section provides the context for understanding the work activities proposed and gives information about the region. It includes, but is not limited to:

- The region's transportation planning approach
- The agency's organizational structure and interagency arrangements
- An overview of governmental and public involvement
- The State Planning Emphasis Areas; and
- The progress made towards implementing the RTP

2. **Work Elements**

The Work Element identifies specific planning work to be completed during the term of the OWP, as well as a narrative of previous, on-going and future year's work to be completed. It also includes the sources and uses of funds.

3. **Budget Revenue & Summary Reports**

These summary reports are a listing of all the work elements in the OWP by funding sources and expenditure category.

The OWP, in conjunction with the Overall Work Program Agreement (OWPA) and the regional transportation planning Master Fund Transfer Agreement (MFTA), constitutes the annual funding agreement between the State and SCAG. Although the OWP includes all planning projects to be undertaken by SCAG during the fiscal year, the OWPA and MFTA do not include special federal grants.

The OWP Budget

The OWP Budget can be viewed two ways: The first is a line item budget displaying how the OWP budget is allocated. The second is a chart showing the same budget by project and major budget category.

Following the budget tables are brief descriptions of each project in the OWP.

Cost Category	FY13	Draft FY14	Incr (Decr)
Staff	\$ 7,513,922	\$ 7,185,726	\$ (328,196)
54300 SCAG consultant	14,492,644	11,933,596	\$(2,559,048)
54350 Professional services	550,000	889,000	\$ 339,000
55210 Software support	90,000	188,059	\$ 98,059
55220 Hardware support	100,000	120,000	\$ 20,000
55280 Third party contribution	2,808,864	3,182,438	\$ 373,574
55520 Graphic supplies	-	30,000	\$ 30,000
55600 SCAG membership	-	6,000	\$ 6,000
55620 Resource materials/subscriptions	450,000	205,000	\$ (245,000)
55810 Public notices	8,000	28,000	\$ 20,000
55830 Conferences/workshops	13,000	10,500	\$ (2,500)
55920 Other meeting expense	20,000	96,000	\$ 76,000
55930 Miscellaneous other	-	3,000	\$ 3,000
56100 Printing	18,500	105,000	\$ 86,500
58100 Travel	108,350	118,200	\$ 9,850
58101 Travel-local	-	13,500	\$ 13,500
58110 Mileage	2,000	39,000	\$ 37,000
Sub-total	\$ 26,175,280	\$ 24,153,019	\$(2,022,261)
50011 Fringe benefits	\$ 5,137,527	\$ 4,978,678	\$ (158,849)
50012 Indirect costs	\$ 12,418,677	\$ 10,622,482	\$(1,796,195)
Total	\$ 43,731,484	\$ 39,754,179	\$(3,977,305)

The next page shows the same budget by project and major budget category.

Work Elemnt		Total*	SCAG	SCAG Consultant
10	System Planning	1,313,737	913,737	400,000
15	Transportation Finance	1,333,460	533,460	800,000
20	Environmental Planning	624,610	624,610	-
25	Air Quality and Conformity	501,334	501,334	-
30	Federal Transportation Improvement Program	1,984,323	1,984,323	-
45	Geographic Information System (GIS)	3,219,551	2,794,551	425,000
50	Active Transportation Planning	1,080,902	1,080,902	-
55	Regional Forecasting and Policy Analysis	2,266,746	1,866,746	400,000
60	Corridor Planning	209,916	209,916	-
65	Local Planning Assistance for Sustainable Transportation and Land Use	2,012,260	1,462,260	550,000
70	Modeling	5,217,863	4,436,939	780,924
80	Performance Assessment & Monitoring	1,313,465	1,103,465	210,000
90	Public Information & Communication	1,759,207	1,759,207	-
95	Regional Outreach and Public Participation	2,211,826	2,111,826	100,000
100	Intelligent Transportation System (ITS)	27,196	27,196	-
120	OWP Development & Administration	2,791,402	2,746,402	45,000
130	Goods Movement	1,797,314	1,197,314	600,000
140	Transit and Rail Planning	857,938	857,938	-
145	Transit Planning Grant Studies & Programs	2,164,786	110,714	2,054,072
220	Strategic Growth Council (SGC) Proposition 84 Grant Award	1,175,000	-	1,175,000
225	Special Grant Projects	558,312	448,312	110,000
230	Regional Aviation and Airport Ground Access Planning	849,033	649,033	200,000
260	JARC/New Freedom Program Administration	128,119	128,119	-
265	So. Calif. Value Pricing Pilot Program	4,196,095	196,095	4,000,000
266	TDA Funded Projects	50,000	-	50,000
267	Clean Cities Program	109,784	76,184	33,600
	Total Direct Costs	39,754,179	27,820,583	11,933,596

*Includes indirect costs, fringe benefits, non-labor and in-kind match.

OWP Program Summaries

The following section presents a brief description of each OWP Program objective and the Strategic Plan Goal it supports.

010

SYSTEM PLANNING

Manager: Naresh Amatya

Program Objective:

Transportation System Planning involves long-term planning for system preservation, system maintenance, optimization of system utilization, and strategic system expansion of all modes of transportation for people and goods in the six-county region, including Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. The Regional Transportation Plan (RTP) is the primary vehicle SCAG uses to achieve our transportation system planning goals and objectives. As the MPO for this region, one of SCAG's major responsibilities is to develop, administer, amend, and update the RTP. The primary objective of this work element is to ensure SCAG is fulfilling its roles and responsibilities in this area as the designated MPO and RTPA for this region. The focus of FY 2013/14 will be to continue coordinating and monitoring implementation of the adopted 2012 RTP/SCS and at the same time begin to lay the technical foundation for the 2016 RTP/SCS.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

015

TRANSPORTATION FINANCE

Manager: Annie Nam

Program Objective:

This work program is critical to addressing some of SCAG's core activities-specifically, satisfying federal planning requirements on financial constraint; ensuring a reasonably available revenue forecast through the RTP planning horizon, and addressing system level operation and maintenance cost analyses along with capital cost evaluation of transportation investments. In FY 2013/14, this work program will involve continued development of the 2016 RTP financial plan and including evaluation of business cases/plans, and alternative funding mechanisms for transportation.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

020	ENVIRONMENTAL PLANNING
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Manager: Jonathan Nadler

Program Objective:

Review environmental plans and programs as required by applicable federal and state environmental laws. Staff work will also include internal coordination to integrate the most recent environmental policies into future planning programs such as environmental justice and intergovernmental review. Provide staff support to the Energy and Environment Policy Committee.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

025	AIR QUALITY AND CONFORMITY
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Manager: Jonathan Nadler

Program Objective:

Oversee and/or provide support for SCAG air quality planning, analysis, documentation and policy implementation. This includes collaboration with the ARB and air districts in the SCAG region in developing SIPs, including developing emission budgets to meet federal conformity requirements. Staff will facilitate federally required interagency consultation via SCAG's Transportation Conformity Working Group, including the processing and acting as clearinghouse for the Particulate Matter (PM) hot spot analysis for transportation projects within the region. Staff will continue the process to ensure the timely implementation of TCMs. Staff will continue to track and participate in relevant air quality rulemaking.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Manager: Rosemary Ayala

Program Objective:

The Federal Transportation Improvement Program (FTIP) is a multimodal list of capital improvement projects programmed over a six-year period. The currently approved FTIP is the 2013 FTIP and was federally approved and found to conform on December 14, 2012. The program contains approximately \$32.5 billion worth of projects in FY 2012/2013 - 2017/2018. The FTIP must include all federally funded transportation projects in the region, as well as all regionally significant transportation projects for which approval from federal agencies is required regardless of funding source. The FTIP is developed to incrementally implement the programs and projects in the Regional Transportation Plan. The FTIP is amended on an on-going basis, as necessary, thereby allowing projects consistent with the Regional Transportation Plan to move forward toward implementation.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

Manager: Frank Wen

Program Objective:

To facilitate the establishment of SCAG as a Regional Information Center, for all data and information related to Southern California and to provide data support and mapping capabilities to better serve the needs of the agency and our partner agencies. This program will also provide data and information to stakeholders to promote economic development and enhance the effectiveness of decision-makers. Additional goals include leveraging data sharing opportunities among public agencies throughout the region and maximizing data sharing while minimizing agency costs. A top priority will be to provide training, data sharing and other GIS services to our local jurisdictions. Work will continue on the implementation of an Enterprise GIS system that will serve as the guide for meeting Objective #4 of the SCAG Strategic Plan. The program will play an integral part in the development of the Federal Transportation Improvement Program, amendments to the 2012 RTP/Sustainable Communities Strategy, development of the 2016 RTP/SCS and Local Profiles and other planning activities.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

050	ACTIVE TRANSPORTATION PLANNING
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Manager: Alan Thompson

Program Objective:

For Fiscal Year 2013/14, continues to build upon past efforts, finalizing a needs assessment, and developing the framework for the regional active transportation strategies that will be incorporated into the 2016 RTP/SCS.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

055	REGIONAL FORECASTING & POLICY ANALYSIS
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Manager: Frank Wen

Program Objective:

Provide state-of-the-art forecasting methodology, programming, software, and data/statistics such that regional growth estimates and forecasts are technically sound, and set the standard for MPO growth forecasting practice. The key focus of this work element is to develop estimates and forecasts of population, household and employment used for the development of the 2016 Regional Transportation Plan and Sustainable Communities Strategy. This program also addresses the following: show growth forecasts in terms of population, employment, household and how underlying land uses are related to congestion and transportation investment. Additional program objectives include the collection, processing and analysis of data used in support of the planning activities of the agency.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

060**CORRIDOR PLANNING**

Manager: Naresh Amatya

Program Objective:

Provide input to the RTP on the design concept and scope of major transportation investments, as identified upon the completion of corridor planning studies conducted under this work element and in partnership with other agencies. Ensure that corridor planning studies are completed in accordance with federal transportation planning requirements as identified in 23 CFR 450.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

065**LOCAL PLANNING ASSISTANCE FOR SUSTAINABLE
TRANSPORTATION AND LAND USE**

Manager: Jacob Lieb

Program Objective:

SCAG's Sustainability Program, including Compass Blueprint and the Green Region Initiative, is a core effort for implementing the 2012 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The program demonstrates that the region can achieve both mobility and air quality goals through local land use and policy changes along with targeted transportation investments. To date, over 130 Compass Blueprint Demonstration Projects have been successfully completed in local jurisdictions throughout the region.

Sustainability Program efforts will target Transit Project Priority (TPP) areas as defined in the RTP/SCS and will ensure that measures are in place to realize the integrated transportation/land use/sustainability vision of the 2012 RTP/SCS. The work effort will focus on developing and applying new regionally and locally applicable planning tools and providing member jurisdictions with technical assistance consistent with the RTP/SCS and other policies. Specific tasks will include: Partnerships for Demonstration Projects and local technical assistance; initial development of policies and scenarios for the 2016 RTP/SCS policies; "Toolbox Tuesdays" training in advanced planning tools for local

government planners; and Sustainability Recognition Awards for outstanding local projects consistent with RTP/SCS implementation.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

070

MODELING

Manager: Guoxiong Huang

Program Objective:

Provide modeling services for the development and implementing the RTP/SCS, FTIP, and other major transportation planning initiatives. Maintain and improve SCAG's modeling tools to more effectively forecast travel demand and estimate resulting air quality. Maintain a leadership role in the regional modeling community by coordinating the Region's modeling activities and by providing technical advice/assistance and data to member agencies and other public institutions. Promote model consistency through an active subregional modeling program. Continue ongoing modeling collaboration with county transportation commissions, Caltrans, Metrolink, air quality agencies, and state and federal transportation agencies.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

080

PERFORMANCE ASSESSMENT & MONITORING

Manager: Jonathan Nadler

Program Objective:

Provide performance assessment and monitoring of the SCAG region (particularly the implementation of the 2012 RTP/SCS) including growth and development, transportation system performance, environmental quality, and the socioeconomic well-being of the residents (e.g., income and housing affordability). The results of the monitoring and assessment provide the basis for policy-making particularly in relation to regional transportation planning. This program also works with the California Department of Transportation in the coordination and data collection mandated under the Highway Performance Monitoring System (HPMS).

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

090**PUBLIC INFORMATION & COMMUNICATIONS**

Manager: Angela Rushen

Program Objective:

Develop and execute a comprehensive internal and external communications program that informs key audiences about SCAG programs, plans, initiatives and services via public relations, media relations, video production, website content management and print/graphic design.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

095**REGIONAL OUTREACH AND PUBLIC PARTICIPATION**

Manager: Mark Butala

Program Objective:

Engage regional stakeholders in the SCAG planning and programming process through the support and enhancement of outreach efforts to local governments, Tribal Governments, and members of the various stakeholder entities, including community, environmental, business, and academic groups, as well as other interested parties. The SCAG Regional Offices are critical components in these efforts, with SCAG staff assigned to an office in each county in the SCAG region. SCAG has identified additional videoconferencing sites in remote parts of the SCAG region to facilitate participation in SCAG activities by a wider range of stakeholders, including member cities, partner agencies, and business and community groups.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

100**INTELLIGENT TRANSPORTATION SYSTEMS (ITS)**

Manager: Philip Law

Program Objective:

Coordinate and monitor implementation of the ITS Element of the 2012 RTP/SCS. Staff will also be monitoring progress of the adopted Regional ITS Architecture and documenting potential needs for future amendments to the Regional Architecture. Another objective is to provide training and educational opportunities to our stakeholders on ITS related topics in partnership with FHWA/Caltrans as opportunities become available.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

120**OWP DEVELOPMENT & ADMINISTRATION**

Manager: Bernice Villanueva

Program Objective:

Develop, administer, and monitor the Overall Work Program (OWP). The OWP is a required function of the Metropolitan Planning Organization (MPO) and provides a detailed description of the planning activities that will be completed by the MPO and its partners in the fiscal year.

Strategic Plan:

Supports Goal #3 – Enhance the Agency's Long Term Financial Stability and Fiscal Management.

130**GOODS MOVEMENT**

Manager: Annie Nam

Program Objective:

This work program focuses on integrating freight related transportation initiatives into the regional transportation planning process. In FY 2013/14, this work program will involve

continuing efforts to refine and support the implementation of a comprehensive regional goods movement plan and strategy. This strategy includes proposals set forth in the adopted 2012 RTP. Specific initiatives include further assessment of warehousing and transload facilities, commercial border crossing activities, and coordination work with stakeholders for the East-West Freight Corridor. This work program will also involve staff support of MAP-21 implementation initiatives for freight.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

140	TRANSIT AND RAIL PLANNING
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Manager: Philip Law

Program Objective:

Work with the stakeholders through the Regional Transit Technical Advisory Committee to coordinate implementation of the transit and rail recommendations provided in the Adopted 2012 RTP/SCS. Also, staff will continue to support and engage transit and rail operators in corridor and regional planning efforts, and in further refining the transit and rail strategies in preparation for the next RTP Update consistent with the SCAG MOU with the transit operators.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

145	TRANSIT PLANNING GRANT STUDIES & PROGRAMS
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Manager: Philip Law

Program Objective:

Develop transit needs studies and programs that support the SCAG region and increase the human capital resources of the transit industry's workforce.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

Manager: Jonathan Nadler / Jacob Lieb

Program Objective:

As the MPO for the Region, SCAG is required pursuant to SB 375 to develop a Sustainable Communities Strategy (SCS) for inclusion in the 2012 RTP and must have in place appropriate modeling capabilities and data to support analyses of SCS scenarios and other transportation, land use and socio economic variables.

The SGS planning grant is centered upon policy analysis and planning demonstrations that reinforce the strategies included in the RTP/SCS, including analyzing the impacts of smart growth and creating usable demonstrations and templates for implementation. The awards are given by the Strategic Growth Council and the funds will be administered by Caltrans (modeling) and California Department of Conservation (planning).

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

Manager: Jacob Lieb

Program Objective:

To fund specialized projects with grants and/or local funds contributed by other entities.

Strategic Plan:

Supports Goal #3 – Enhance the Agency's Long Term Financial Stability and Fiscal Management.

Manager: Naresh Amatya

Program Objective:

Develop new 2040 regional aviation demand forecasts and an updated regional airport ground access element for the 2016 Regional Transportation Plan.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

260**JARC/NEW FREEDOM PROGRAM ADMINISTRATION**

Manager: Bernice Villanueva

Program Objective:

SCAG is the Designated Recipient of Federal Transit Agency (FTA) Job Access and Reverse Commute (JARC) and New Freedom program funds under 49 USC Sections 5316 and 5317, respectfully, for large urbanized areas (UZAs) with populations of 200,000 or more in Riverside and San Bernardino Counties, including Riverside-San Bernardino, Indio-Cathedral City-Palm Springs, Temecula-Murrieta, and Los Angeles-Long Beach-Santa Ana UZAs. As the Designated Recipient, SCAG is responsible for apportioning the county-level allocations of Program Funds and provides technical assistance in determining eligible projects.

As of Fiscal Year 2013, the new two-year transportation authorization, Moving Ahead for Progress in the 21st Century (MAP-21), consolidated certain transit programs and eliminated others. Under MAP-21, the JARC and New Freedom programs have been consolidated as follows:

- The Urbanized Area (5307) program now allows funding to be used for activities that were eligible under the JARC program.
- The Elderly and Disabled Program (5310) merges with the New Freedom Program, and funding formulas are modified in light of new eligibilities and program features.

Due to the consolidation of these two programs, SCAG will continue approving eligible JARC/New Freedom projects until programs funds have been programmed and expended, and current active projects are closed out.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

Manager: Annie Nam

Program Objective:

Develop an implementation plan for value pricing, including build-out of the existing and planned managed network of Express/HOT lanes across Southern California and integration with one or more pilot projects for cordon/area pricing within specific major activity centers.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Manager: Mark Butala

Program Objective:

SCAG administers the U.S. Department of Energy (DOE) Clean Cities Program for the SCAG Clean Cities Coalition, including performing outreach and marketing in support of expanding alternative fuels in the SCAG region through stimulus grant awards of ARRA funds from DOE and funds from the California Energy Commission (CEC).

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

THE GENERAL FUND BUDGET (GF)

What is the General Fund Budget?

The General Fund (GF) has been established to provide support to the Regional Council and its Subcommittees for the costs of stipends; travel; to fund costs not eligible for grant reimbursement (i.e., interest); to provide a source of working capital; to financial program expenditures, which must be paid prior to sending requisitions to certain federal and state grantors; and to authorize establishment of and borrowing from a line of credit. The General Fund is not an available resource to fund project costs otherwise chargeable to grants and/or contracts.

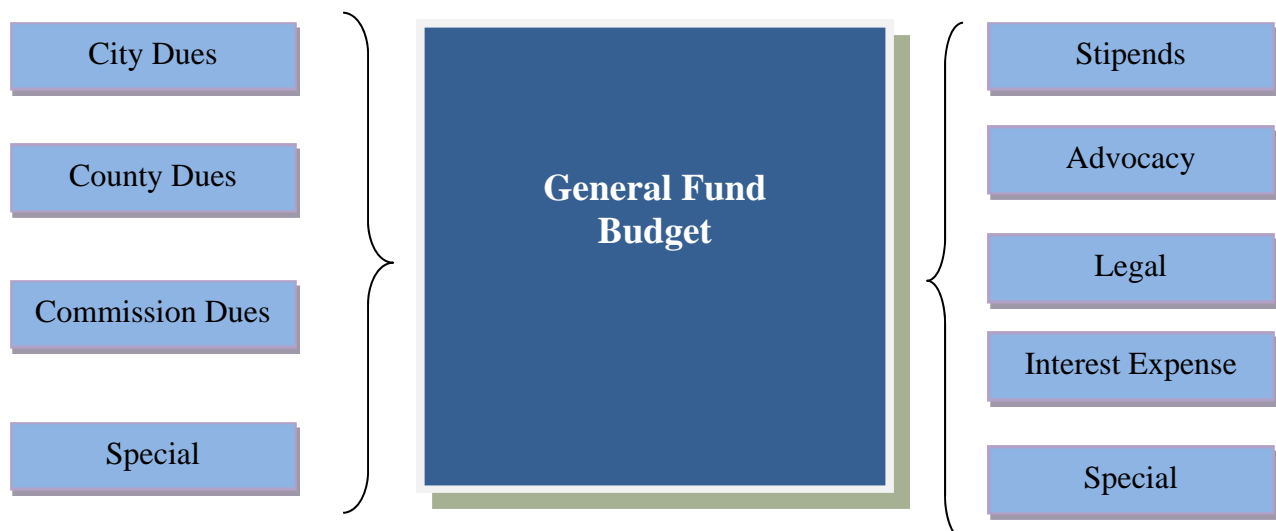
The Regional Council (RC) is responsible to conduct the affairs of the Association pursuant to Article V (A) 4 of the By-Laws. Among other duties, the RC reviews and may revise, amend, increase or decrease the proposed annual GF budget as prepared by the Executive Director. The RC submits the approved GF budget to members of the General Assembly (GA) at least thirty (30) days before the annual meeting for review. After adoption of the budget and the annual assessment schedule by the GA, the RC controls all Association expenditures in accordance with the budget.

Membership Dues Assessments

The By-Laws require the Executive Director to annually submit the GF budget to the RC. Upon its adoption, the GA fixes membership assessment for all members of the Association in amounts sufficient to provide the funds required by the GF budget.

Budget staff prepares a proposed GF budget and submits it to the Chief Financial Officer (CFO) for review. The GF budget is submitted to the CFO in sufficient time to allow the items to be placed on the agendas for approval by the RC and the GA.

Member dues are calculated in accordance with the guidelines of the By-Laws.



General Fund Line Item Budget

		FY12 ACTUAL	FY13 ADOPTED BUDGET	FY14 PROPOSED BUDGET	FY13 ADOPTED TO FY14 PROPOSED INCR (DECR)
REVENUE:	Membership Dues:				
	Counties	291,257	290,942	293,146	2,204
	Cities	1,373,374	1,409,926	1,444,701	34,775
	Commissions	85,000	85,000	85,000	-
	Transportation Corridor Agency	10,000	10,000	10,000	-
	Air Districts	-	25,000	25,000	-
	Sub-total	\$ 1,759,631	\$ 1,820,868	\$ 1,857,847	\$ 36,979
	Interest	46,580	60,000	48,000	(12,000)
	Other	56,098	40,015	40,000	(15)
	General Assembly Sponsorships	194,000	330,000	205,000	(125,000)
	Leasehold Improvements Reimbursement	319,035	695,226	542,106	(153,120)
	Sub-total	\$ 615,713	\$ 1,125,241	\$ 835,106	\$ (290,135)
	Total Revenues	\$ 2,375,344	\$ 2,946,109	\$ 2,692,953	\$ (253,156)
EXPENDITURES:					
Task .01 Regional Council	Regional Council:				
	Stipends	223,200	175,000	180,000	5,000
	Committee Meetings	48,822	8,237	50,000	41,763
	Other Meeting Expense	90,992	44,400	75,000	30,600
	Professional Services			120,000	120,000
	Travel - Outside	33,827	25,000	37,200	12,200
	Travel - Local	21,341	16,600	20,600	4,000
	Mileage - Local	11,634	13,000	12,000	(1,000)
	Travel > per diem	3,800	2,400	2,500	100
	Miscellaneous Other	24,996	-	-	-
	Staff Time	35,936	31,656	15,869	(15,787)
	Conferences	3,784	-	-	-
	Task sub-total	\$ 498,333	\$ 316,293	\$ 513,169	\$ 196,876
Task .02 Legislative	External Legislative:				
	Federal Lobbyist	-	240,000	240,000	-
	Staff Time	56,911	17,414	15,190	(2,224)
	State Lobbyist	60,186	96,000	84,000	(12,000)
	Task sub-total	\$ 117,097	\$ 353,414	\$ 339,190	\$ (14,224)
Task .03 RHNA	RHNA:				
	Legal Fees	1,798	100,000	25,000	(75,000)
	Professional Services	338	15,000	-	(15,000)
	Staff Time	229,600	94,907	27,325	(67,582)
	Task sub-total	\$ 231,736	\$ 209,907	\$ 52,325	\$ (157,582)

General Fund Line Item Budget (Continued...)

		FY12 ACTUAL	FY13 ADOPTED BUDGET	FY14 PROPOSED BUDGET	FY13 ADOPTED TO FY14 PROPOSED INCR (DECR)
Task .04 Other	Other:				
	SCAG Memberships	98,205	93,000	135,300	42,300
	Capital Outlay		50,000	135,000	85,000
	Staff Time	10,481	11,993	-	(11,993)
	Fees paid to Caltrans		975	975	-
	Other Meeting Expense	21,172	7,000	15,000	8,000
	Miscellaneous Other	111,868	22,000	25,000	3,000
	Contingency		184,140	294,374	110,234
	Professional Services	2,500	-	-	-
	Resource Material/Subscription	3,330	3,330	-	(3,330)
	Travel	9,620	-	-	-
	Travel - Local	77	500	500	-
	Mileage - Local	791	2,000	1,000	(1,000)
	Trvl-Lodge >Per Diem	2,142	1,000	1,000	-
	Bank Fees	12,702	7,500	13,000	5,500
	Sponsorships	52,225	69,650	66,400	(3,250)
	Task sub-total	\$ 325,112	\$ 453,088	\$ 687,549	\$ 234,461
Task .06 GA	General Assembly				
	General Assembly	265,642	330,000	330,000	0
	Mileage			1,000	1,000
	Printing		6,000	6,000	-
	Staff Time	-	9,352	9,144	(208)
	Task sub-total	\$ 265,642	\$ 345,352	\$ 346,144	\$ 792
Task .07 LHI	Leasehold Improvements				
	Leasehold Improvements	38,119	615,382	542,106	(73,276)
	Staff Time	49,000	79,844	-	(79,844)
	Task sub-total	\$ 87,120	\$ 695,226	\$ 542,106	\$ (153,120)
Task .08 Admin of Sec 5337 & 5339 FTA Grants	Admin of Sec 5337 & 5339 FTA Grants				
	Staff Time	-	-	20,367	20,367
	Task sub-total	\$ -	\$ -	\$ 20,367	\$ 20,367
	Total for all tasks	\$ 1,525,040	\$ 2,373,280	\$ 2,500,850	\$ 127,570
	Allocated Fringe Benefits	235,076	167,628	61,577	(106,051)
	Allocated Indirect Costs	573,444	405,200	130,526	(274,675)
	Total	\$ 2,333,560	\$ 2,946,109	\$ 2,692,953	\$ (253,156)

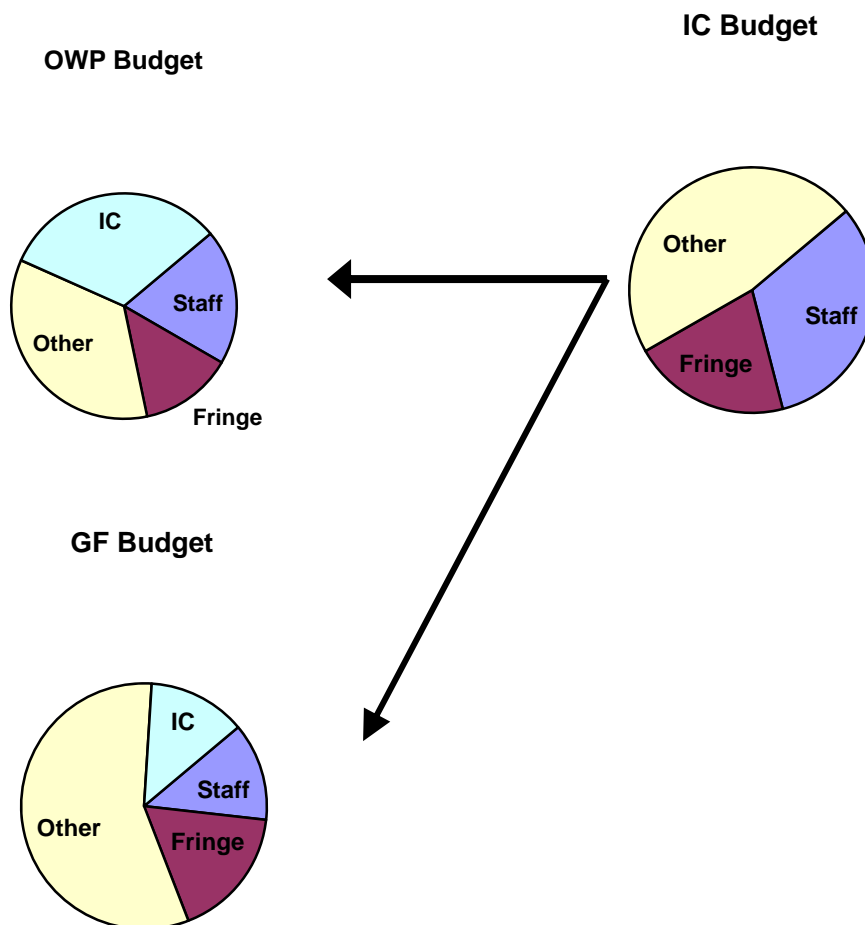
THE INDIRECT COST BUDGET (IC)

What is the Indirect Cost Budget?

The Indirect Cost Budget is established to provide funding for staff salaries, fringes and other non-labor costs that are not attributable to an individual direct program project, except on a pro-rata basis. The funding document is the basis for generating the Indirect Cost Allocation Plan (ICAP) which is forwarded to Caltrans for approval.

How is the Indirect Cost Budget Funded?

An IC rate, approved by Caltrans, is applied to all productive staff salaries and fringe costs. For example, for every \$1,000 of direct salaries and fringe, the IC budget receives \$873.24 (87.32%). A review of the comprehensive line item budget chart on page 9 shows the impact of this concept. Notice that the OWP and General Fund budgets have each allocated funds for indirect costs which represents each budget component's share of funding the Indirect Cost program.



The Indirect Cost Budget

GI Account	Cost Category	FY13	FY14	Incr (Decr)
	Staff	\$ 4,277,609	\$ 3,455,842	\$ (821,767)
54300	SCAG consultant	351,671	117,271	(234,401)
54340	Legal	275,000	150,000	(125,000)
54350	Professional services	766,338	1,498,594	732,256
55210	Software support	419,581	343,305	(76,277)
55220	Hardware support	129,030	98,512	(30,519)
55240	Repair- maintenance	19,684	20,000	316
55400	Office rent 818-office	1,536,000	1,582,877	46,877
55410	Office rent satellite	222,000	220,328	(1,673)
55420	Equipment leases	115,000	117,979	2,979
55430	Equip repair-maintenance	45,244	35,000	(10,244)
55440	Insurance	175,299	(126,622)	(301,921)
55441	Payroll / bank fees	15,000	10,000	(5,000)
55460	Materials & equipment <\$5K	180,000	93,600	(86,400)
55510	Office supplies	141,200	130,000	(11,200)
55520	Graphic Supplies	50,000	-	(50,000)
55530	Telephone	165,500	184,800	19,300
55540	Postage	20,000	20,000	-
55550	Delivery services	8,900	8,500	(401)
55600	SCAG memberships	60,000	-	(60,000)
55610	Professional memberships	7,610	1,850	(5,761)
55620	Resource materials	57,855	36,200	(21,655)
55700	Depreciation - furniture & fixture	45,137	43,700	(1,437)
55710	Depreciation - computer	77,723	95,000	17,277
55720	Amortization - lease	7,402	5,300	(2,102)
55800	Recruitment notice	7,000	10,000	3,000
55801	Recruitment - other	30,000	22,000	(8,000)
55810	Public notices	5,000	25,000	20,000
55820	Staff training	160,000	65,000	(95,000)
55830	Conferences/workshops	29,850	25,850	(4,001)
55920	Other meeting expense	51,200	1,200	(50,000)
55930	Miscellaneous other	13,526	13,500	(26)
55950	Temporary help	58,500	23,500	(35,000)
56100	Printing	91,500	7,500	(84,001)
58100	Travel	102,614	91,850	(10,765)
58101	Travel - local	9,186	9,950	764
58110	Mileage	38,404	40,375	1,971
58150	Staff lodging expense	5,334	3,000	(2,334)
58200	Travel-registration	3,000	-	(3,000)
58500	Fleet vehicle	8,200	6,500	(1,700)
	Sub-total	\$ 9,782,097	\$ 8,487,254	\$ (1,294,843)
50011	Fringe benefits	2,924,749	2,407,077	(517,671)
	Unrecovered overhead	117,031	(141,323)	(258,354)
	Total	\$ 12,823,877	\$ 10,753,008	\$ (2,070,868)

IC Functional Activities

The Indirect Cost budget is spread across several functional areas within the agency. The following chart describes the functional areas.

Group	Area	Functional Activity
Administration	Finance	Finance is responsible for all financial activities of the agency, including accounting, budget & grants, investment policy, contracts, procurement, internal audits, and directing outside audits
	Human Resources	Human Resources is responsible for staff recruitment, employee relations, training, employee benefits, maintaining personnel records, and administration of personnel rules and systems.
	Information Technology	Information Technology supports IT operations, computers for office staff, modeling and GIS capabilities, phone systems, video conferencing and networks as well as Facilities/property management for all of SCAG offices.
Agency-wide Management		The Agency-wide Management section is responsible for the management of Association staff, the Association's budget, and day-to-day operations of the Association's departments. The Executive Director is the official representative of the Association and its policies.
Legal Services		Legal Services is responsible for all internal and external legal affairs of the Association.
Policy, Strategy & Public Affairs	Legislation	This unit is responsible for interfacing with the legislative processes at the federal and state level.
	Regional Services & Public Affairs	The primary responsibility of this unit is to maintain and expand governmental, community and private sector participation in the regional planning work of SCAG. This is done by working with cities and counties, local government officials, community and business interest groups.

THE FRINGE BENEFIT BUDGET (FB)

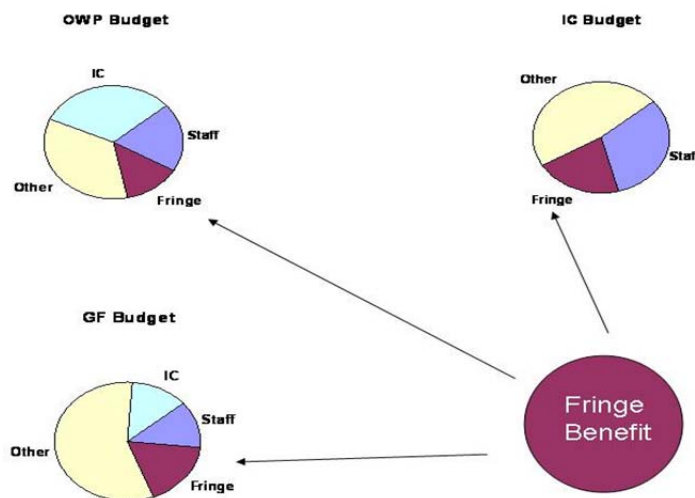
What is the Fringe Benefit Budget?

Fringe benefits (FB) are employee-associated costs such as leave expenses (vacation, holidays, personal floating holidays, sick leave, etc.), health plan expenses, retirement plan expenses, workers' compensation insurance, unemployment insurance, bus/rail/carpool expenses, tuition reimbursement expenses, and deferred compensation expenses. These costs are expressed as a rate for full-time regular staff. The rate is the pooled costs of the fringe benefits divided by the total salaries for full-time regular staff.

To participate in SCAG's fringe benefits program, staff must hold benefits eligible positions as regular, at-will or limited-term positions. Some of these programs provide staff and their families with financial protection if they become ill or disabled. Others are designed to aid them in preparing for retirement or in meeting educational costs they incur for themselves. Others are designed to allow staff and their family's time to recreate and spend time together. Some part-time staff, interns, temporary employees and temporary agency workers are not eligible for SCAG's fringe benefits programs.

The employee-associated costs are related to SCAG's full-time staff to generate a fringe benefits burden rate. The fringe benefits burden is applied to all staff charges in OWP, General Fund and Indirect projects.

A rate is applied to all OWP, GF and IC salaries, e.g., for every \$1,000 of salaries, the FB receives \$700.58 (70.06%).



The Fringe Benefit Budget

GL Account	Line Item	FY13	FY14	INCR (DECR)
60002	Sick leave	297,229	262,499	(34,730)
60004	PFH	208,951	184,536	(24,415)
60003	Holiday	465,716	411,299	(54,418)
60001	Vacation	669,473	591,248	(78,226)
60110	PERS	3,183,865	2,907,783	(276,082)
60120	PARS	65,000	65,000	-
60200	Health insurance - actives	1,375,200	1,276,800	(98,400)
60201	Health insurance - retirees PAYGO	527,000	567,000	40,000
60202	Health insurance - retirees GASB 45	332,000	320,000	(12,000)
60210	Dental insurance	262,276	152,492	(109,784)
60220	Vision insurance	109,370	26,099	(83,271)
60225	Life insurance	100,159	77,139	(23,020)
60240	Medicare tax - employers	194,874	175,158	(19,716)
60245	Social security tax employers	18,245	7,589	(10,656)
60300	Tuition reimbursement	16,416	16,416	-
60310	Bus passes	177,817	127,600	(50,217)
60320	Carpool reimbursement	2,100	2,100	-
60400	Workers compensation	-	38,154	38,154
60405	Unemployment compensation Insurance	35,000	39,000	4,000
60410	Miscellaneous employee benefits	78,999	79,579	580
60415	SCAG 457 match	102,500	113,000	10,500
60450	Benefits administrative fees	7,716	6,842	(874)
		8,229,905	7,447,332	(782,573)

SECTION III - APPENDIX

DESCRIPTION OF SCAG BUDGET LINE ITEMS

Account/Line Item	Description
54300 SCAG Consultant	Outside experts retained to provide special expertise
54330 Sub-regional Consultant	Outside experts retained to provide special expertise to sub-regional agencies
54340 Legal	Outside legal experts retained to provide special expertise
54350 Professional Services	Professional Services
54400 Sub-regional Staff	Sub-regional employees working on SCAG's sub-regional program
55210 Software Support	Fees paid for telephone support and updates of SCAG's high end desktop and network software
55220 Hardware Support	Fees paid for maintenance and repair contracts on SCAG's computer servers
55240 Repair Maintenance	Processes that do not enhance function or extend the useful life of an asset are expensed as repairs
55270 CSC Software Purchases	Purchase of small software packages
5528X 3rd Party Contribution	Like-kind contribution from other agencies that are match for SCAG's grants
55400 Office Rent 818-Offices	Rent paid for SCAG's main office
55410 Office Rent Satellite	Rent paid for SCAG's satellite offices
55420 Equipment Leases	Fees paid for copier, telephone, postage, etc. equipment
55430 Equipment Repairs And Maintenance	Fees paid to outside vendors to repair SCAG owned equipment
55440 Insurance	SCAG's liability insurance

Account/Line Item	Description
55441 Payroll / Bank Fees	Fees paid for payroll processing & bank services
55460 Small Office Purchases	Used to buy capital equipment with unit costs under \$5,000. (do not need to depreciate)
55510 Office Supplies	Routine office supplies and paper for copy machines
55520 Graphic Supplies	Materials used in the production of documents for agency communications, presentations, etc.
55530 Telephone	SCAG's monthly telephone fees paid for both voice and data lines
55540 Postage	Postage and delivery fees
55550 Delivery Services	Cost of outside courier delivery and other non-USPS services
55600 SCAG Memberships	Pays for SCAG to belong to various organizations
55610 Prof. Memberships	Fees paid on behalf of SCAG employees to belong to certain professional organizations
55620 Resource Material/Subscriber	Fees for book purchases., subscriptions and data acquisition
55700 Depreciation Furniture & Fixtures	The general fund buys assets that have a cost greater than \$5,000.00 using account 55730, Capital Outlay. The cost is recovered when depreciation is charged to a grant using this account
55710 Depreciation – Computer	See above
55720 Amortization - Lease	To account for amortization of lease hold improvements.
55730 Capital Outlay	Fixed asset purchases greater than \$5,000. The cost is recovered when depreciation is charged to a grant
55800 Recruitment Advertising	Advertising in certain journals and publications regarding job opportunities at SCAG
55801 Recruitment – Other	Moving expenses and cost of sponsoring foreign employees (visas).
55810 Public Notices	Legal advertising that SCAG must undertake to support certain programs or grants

Account/Line Item	Description
55820 Staff Training	Used to provide access to outside training opportunities or to bring experts for in-house training
55830 Conferences/Workshops	Cost of educational and informational events attended by SCAG staff and elected officials
55910 RC/Committee Meetings	Pays for the food and other expenses associated with hosting RC and committee meetings
55914 RC General Assembly	The by-laws require an annual meeting of the membership. This budget pays for the actual meeting expenses such as meals and conference facilities.
55920 Other Meeting Expense	Pays for other, non-food expenses related to meeting support
55930 Miscellaneous Other	Pays for other, minor expenses not categorized elsewhere
55940 Stipend-RC Meeting	Stipends paid to RC Members for attending meetings
55950 Temporary Help	SCAG occasionally uses employment agencies to provide short term staffing
55970 Interest on Bank LOC	Interest incurred on line of credit drawdowns.
55972 Rapid Pay Fees	Fees charged by the State Controller's to accelerate payment
55980 Contingency	Non-reimbursable project costs
56100 Printing	Pays for outside printing costs of SCAG publications and brochures
58100 Travel	Pays for staff and RC travel on behalf of SCAG projects
58101 Travel – Local	Travel inside the SCAG region
58110 Mileage	Cost of automobile travel at the IRS rate per mile
58150 Staff Lodging Expense	General funds used to pay for staff lodging expenses, under certain conditions, greater than state or federal guidelines.
58200 Travel-Registration Fees	Pays conference and seminar registration fees

Account/Line Item	Description
58450 Fleet Vehicle	Maintenance and repair of SCAG vehicles
58800 RC Sponsorships	General funds allocated to events supported by RC actions.
60110 Retirement-PERS	Pays for employee share of contributions to PERS
60120 Retirement-PARS	SCAG contribution to the supplemental defined benefit retirement plan
60200 Health Insurance	SCAG contribution for employee health insurance
60201 Health Insurance-Retirees PAYGO	Retiree health insurance premiums paid to CalPERS
60202 Health Insurance-Retirees GASB 45	Retiree health insurance premiums paid to the California Employers' Retiree Benefit Trust, as computed by an actuary
60210 Dental Insurance	SCAG contribution for employee dental insurance
60220 Vision Insurance	SCAG contribution for employee vision insurance
60225 Life Insurance	SCAG cost of life insurance for each benefit-eligible employee